



A Note from Our Executive Director



Dear Friends of CCAR,

It is again that time of year that I have the pleasure of sharing CCAR Industries' Annual Report which highlights important and exciting information about our programs. As I have said before, the one thing that stays consistent throughout the agency is that each year is very busy with an abundance of new challenges to navigate through. Again, I would like to congratulate the agency on its ability to retain employees. In fiscal year 2015, 42% of

our staff had been employed by the agency for five years or more. This is a fantastic number and is probably one of the leading reasons for our exceptional quality of services. This number is much lower in the 24-hour residential program. This program draws many of its staff from Eastern Illinois University students. This is an asset in many ways such as new fresh ideas, lots of energy and enabling individuals with disabilities to engage with young people. However, students leave, typically when they finish school. We continue to search for solutions to increase our retention in that area.

Reaching the end of FY 15 and during the first quarter of FY 16, we have experienced even more confusion with regard to state funding. It is extremely challenging to make decisions for the future without a state budget. I am pleased to say that CCAR has a great Board of Directors who understand the importance of services for individuals with disabilities and their families. The Board has been willing to continue services while we await a finalized state budget. The Board of Directors is reviewing this, every two months. We have significant concerns regarding funding for Early Intervention in relation to eligibility and whether Respite services will continue to be provided by the state. In addition, there are imminent changes to the federal waiver requirements. We will watch carefully to assess how we can best meet them, as well as continue to provide the services that individuals with disabilities and their families have grown to expect.

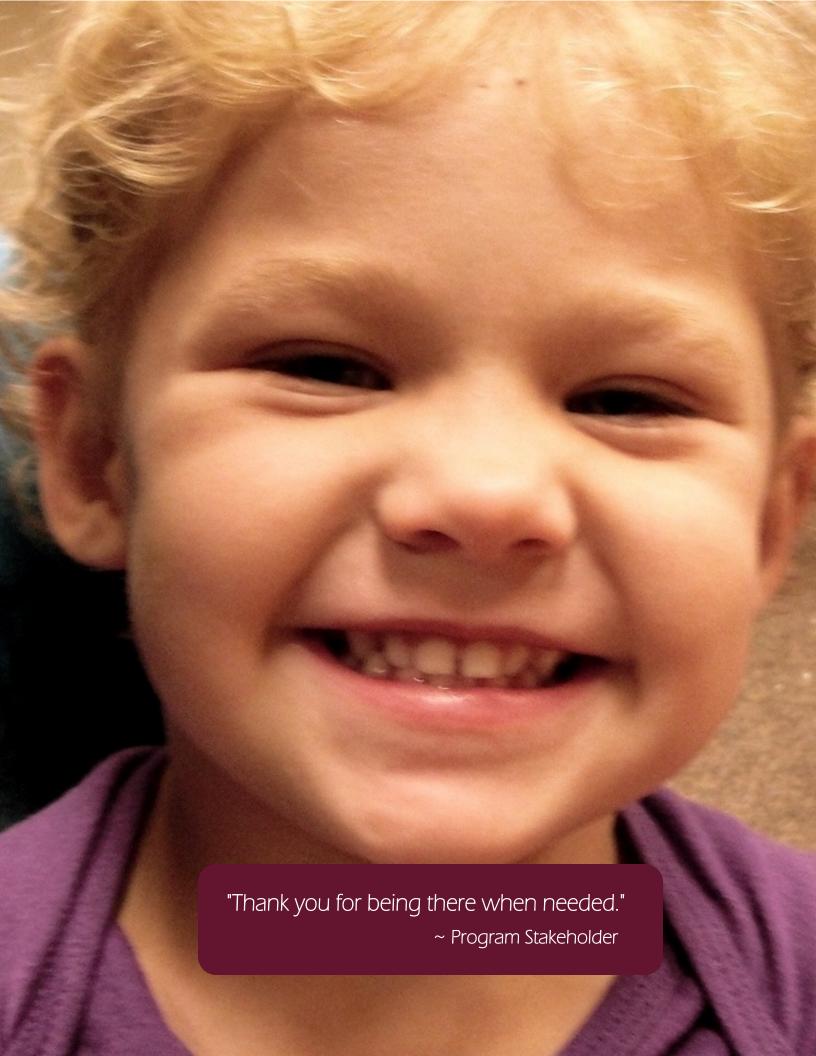
Over the past year, we have continued to work on our new logo, website and new sign in front of our buildings on Lincoln Avenue. In addition, we have created a Facebook page. Staff and consumers have enjoyed posting many of their activities. If you haven't visited our page, please do. You can find it at www.facebook.com/ccarindustries.

Each of the sections in the annual report gives you a brief picture of the programs provided, the numbers served and some of the improvements and updates made throughout this year. Most importantly, it provides you with some comments given by families as well as the overall satisfaction level. After reviewing this information, it appears that we are continuing to move in the right direction and, most notably, that the individuals we serve and their families are happy with the services that they receive. I want to take a minute to thank the Board of Directors for their strength and leadership. Their support and direction make it possible for the agency to accomplish our goals. As always, we are pleased to provide services in this wonderful community. We are grateful for the parents, families and community members who continue to show their support for our programs and activities.

After reading this report, if you have any suggestions or want additional information, please contact us. We are always seeking partnerships with other entities and believe that we can accomplish more together than alone. Please take a moment to view our website at www.ccarindustries.org for more information about CCAR Industries.

Sincerely,

Lyla Mc Guire



Early Intervention Program

Early Intervention (*also known as Birth Through Two*) provides comprehensive child development services to infants and toddlers until their third birthday. This family-friendly program helps children with special needs learn basic skills to prepare them for entering other educational environments. CCAR Developmental Therapists work with parents, caregivers and other professionals to create a positive learning environment through "purposeful" play to enhance and promote the family's understanding of their child's development.



"Thanks for all of your guidance and help!" ~ Parent of a Program Participant















Number Served: 192 children and families were provided with services

Developmental Playgroups: Twelve summer playgroups were held in our Community Room for children (and their siblings) who participated in our program. In addition, children attended our Halloween playgroup with trick-or-treating following the event. The playgroups continue to be fun and stimulating ways to increase the children's skills while parents gain support from others who share common experiences. As always, many individuals continued to generously volunteer their time and donated supplies to make these playgroups possible.

Challenges & Changes: Jenny Carter-Alvis began her first year as the Early Intervention Program Director. Jenny spent several weeks organizing the program's toy storage area and files. Since then, she has been on the road, on the phone or in her office with families, providing direct services to assist children. Sarah Schahrer joined the team in May of the previous fiscal year. She is a Developmental Therapist and spent her first full year providing developmental therapy in several counties. The program learned that Shirley White, Developmental Therapist, will be retiring in January 2016. Shirley has worked for the agency since 1993. She has been a strong proponent of Early Intervention services, skilled therapist and will be missed by everyone!

At the close of the fiscal year, the State of Illinois' proposed budget included more stringent eligibility standards for Early Intervention services. In FY-2015, children needed to demonstrate a 30% (or more) delay in defined developmental areas to qualify for services. The proposed FY-2016 increase raised the criteria to a 50% (or more) delay in the developmental areas. In real terms, approximately 50% of the children served by CCAR Industries would not meet eligibility standards. That would result in 50 children potentially being denied services. It would be a \$90,000 loss for the agency. At the time of this publication, the State of Illinois does not have a budget in place. Thus, there are many unknowns that linger in regard to whether entrance criteria will increase for the program. The CCAR Industries Board of Directors approved a budget that would fund services at the FY-2015 level through the end of October 2015. At that time, the agency is hopeful that the State of Illinois will have a finalized budget.



24 Hour Residential Services

24-Hour Community Integrated Living Arrangement (C.I.L.A.)

This program assists adults with developmental disabilities. Groups of two to eight individuals live in structured environments that are supervised 24 hours per day. With the help of well-trained staff, residents work on personal goals for independent living and community integration.

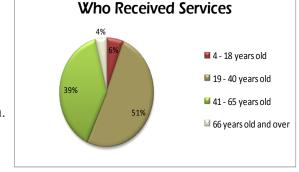
Children's Group Home

This home provides 24-hour residential services to youth from 10 years old until their 22nd birthday. CCAR staff members work closely with local public school programs to provide continuity between residential and educational services.

The children and adult homes are in neighborhood settings. They are designed to be "homey", not institutional, and to blend with the neighborhood. Residents move toward independence by completing personal goals. Strong family relationships are encouraged. Family members are welcome to visit loved ones and to participate in activities. Residents are active in the community. They often go shopping, watch movies, have picnics in area parks, take trips to surrounding communities and participate in club or church activities of their choice.

"The staff at Coolidge are amazing! I always feel welcomed and my son loves his home. Great job Coolidge staff!" ~ Parent of a Program Participant

Total Number Served: 51 individuals were served in 10 adult homes and 1 child home. Two homes were purchased this year. One home was purchased in the fall of 2014 to accommodate the sensory needs of two individuals. A second home was purchased to serve as the new Children's Group Home. This home received remodeling and updating through the close of the fiscal year. At this time, the agency provides services in 12 homes in Charleston.



Challenges and Changes: The program saw a rise in overtime costs. This was due to the amount of turn-over with Direct Sup-

port Personnel (D.S.P.) and the need for other staff to fill the open shifts. To decrease turn-over, the D.S.P. hourly rate was increased. In addition, new procedures and online training was implemented to expedite new staff training and to accommodate the student workers' busy schedules. Residential staff, in conjunction with the Human Resources Department, have been very active in their recruiting efforts through community advertisement and attendance at job fairs.

In the fall of 2014, the agency purchased a three bedroom home. The new home has been a perfect sensory fit for the two individuals who reside there. This purchase allowed us to make room in other locations to welcome three additional individuals into the program.

Early in the year, the program anticipated that four of the seven children in our Children's Group Home would graduate within or shortly after the fiscal year. Thus, they would transition to adult services and would no longer be able to reside in the Children's Group Home. To accommodate the need for additional living space, the agency purchased a three bedroom home for the three remaining children. The agency partially remodeled and repainted the interior before receiving final approval by the IL Department of Child and Family

97% Stakeholder Satisfaction Services in July 2015. Currently, each child has his own room in the home. In addition, there is a spacious, fenced-in yard for the boys to enjoy outdoor activities. The four older boys continue to reside at the previous children's home which has since been fully transitioned into an adult C.I.L.A. home.



Client & Family Support Services

Intermittent and Family Community Integrated Living Arrangements

This service offers a wide range of options to help individuals live as independently as possible in the community. Supports can include case management, money management, hygiene training, advocacy, problem solving, and assistance with the development of leisure skills. Services are provided in home or community environments at times that are most convenient for consumers and their families.

Home-Based Support Program

This service provides service facilitation to adults and children. Families have the options of hiring their own personal support workers with assistance from their service facilitator and chosen fiscal agent, using personal support workers employed by CCAR Industries, or any combination thereof. The type and frequency of services delivered are determined by the individual and family and written into the individualized service plan.

Respite Program

This service provides families with relief from care giving responsibilities within the family home. Families select a trained worker and schedule in-home services at times and dates that are convenient for the family. Families in the program may also use their allocated hours to purchase Respite Weekends at Camp New Hope.

"The respite program has helped enormously. Now that the older brothers are gone, my son is at a loss and is constantly looking to me for transportation, activities, and support.

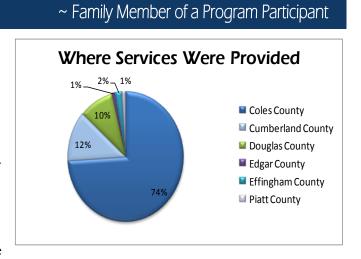
Time at Camp New Hope and with his respite worker has given us both relief.

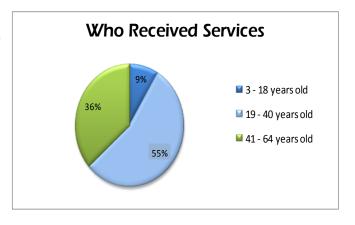
He is having fun and I know that he is safe and well-cared for."

Total Number Served: 104 individuals were served by the Client & Family Support Program.

Challenges and Changes: During Fiscal Year 2015, the program saw an increase in demand for support services within the home. Individuals and families asked for a block or multiple blocks of time from direct support staff. Individuals want to continue to live in the community for as long as possible and are requesting more assistance from staff as a result. The program saw 9 new Medicaid Waiver funded admissions (4 in Intermittent/Family CILA and 5 in Child/Adult Home-Based Support). Of the new admissions, 6 received funding due to crisis status, 2 were already funded and moved into the service area, and 1 was newly funded from the Prioritization of Urgency of Need for Services (P.U.N.S.) list. Due to the increase in admissions, a new Qualified Intellectual Disabilities Professional (Q.I.D.P.) position was created. Lana Keigley was hired to fill this position. The program continues to

99% Stakeholder Satisfaction monitor the potential impact that the Illinois budget will have on services, particularly the Respite Program.







Adult Day Services & Developmental Training

Lincoln Avenue Developmental Training & Recycling Center focuses on enhancing basic work skills and adult daily living skills in a structured environment. This program collects recycling materials in the community in addition to being a community drop-off for materials. Individuals in the program perform activities necessary to ready materials to be shipped for processing.

Locust Street Center uses a Total Communication approach and provides sensory activities. The program uses the "Creating a Meaningful Day" curriculum. Some of the areas that are emphasized in this curriculum are socialization, community experience, social and emotional experience, visual arts, music, gardening, nature, sports, animals, cooking, and shopping. The program is also geared towards building upon and maintaining individual adult daily living skills.

The Senior Program and Adult Day Services provides leisure activities in a relaxed atmosphere with a focus on social interaction, community integration, and maintaining physical skills. Popular activities include: musical performers, line dancing, reminiscing about family and friends, arts and crafts activities, current events, games, reading books to encourage memory skills, watching "old" movies and going on recreational trips.

"If anything comes up in our family, I have always been able to contact the case manager. We have always been able to work things out in the best interest of my son.

He has complete trust in his case manager, as I do! "

~ Parent of a Program Participant

Number of Individuals Served by the Programs: 106 individuals

Recycling Wages Earned: Program consumers earned \$ 66,435 from recycling 1,075,165 pounds of material.

Activities: The Lincoln Avenue program hosted their annual Beach Party. As always, it was huge success and a great way to end the summer. Parents and members of the community were great contributors. We really couldn't do it without them! Special thanks to Maureen Nichols' family for donating a large part of the food and their time to this event each year. In addition to the Beach Party, the Lincoln Avenue program hosted its annual Valentine's Day and New Year's Eve parties. As always, their primary activity was work. The program consumers, along with a few consumers from other programs, continued to earn wages while sorting, shredding, tearing, and baling paper products.

The Senior program stayed busy with their annual school supply drive, raising \$133 to purchase school supplies and backpacks for Head Start children. In addition, a variety of performers and musicians entertained the program consumers with their talent. The program would like to give a special thanks to Mr. Tom Vance, and Ron and Jan Easter who have dedicated their time over the years to entertaining us with their talent!

The Locust Street program stayed busy by hosting holiday parties and having en-



tertainers visit. This year's favorite activity was the water party where program consumers enjoyed leisure time in the sun, shade, and inflatable pools. This summer, the program welcomed the young men from our Children's Group Home who attended during their summer break.









Developmental Training & Vocational Services

Developmental Training at the Manufacturing Plant provides work skill training in an agency-owned manufacturing setting through outsourcing contracts with companies and individuals. Consumers who are enrolled at this location experience greater independence and are offered a broader array of vocational choices than those offered at our Lincoln Avenue Program.

Two additional community-based programs are offered at this location. **Supported Employment** is designed to provide employment for individuals who require job coach supervision and intermittent guidance in the workplace to maintain employment. Typically, consumers work in small groups or individually at a community and/or agency-owned location with job coach supervision. The **Placement Program** provides short-term (typically 90 days in duration once the individual obtains employment) assistance to individuals who are "job ready". The Placement Program serves individuals who have been diagnosed with any disability (not necessary developmental in nature) that may impact the individual's ability to locate or maintain employment.

"I love working on caps and Conair."

~ Developmental Training Program Participant











Total Number Served: The program served 77 individuals. 23 individuals were placed in competitive community jobs through the Placement Program.

Wages Earned: Program consumers earned a total of \$296,275 in wages.

Challenges and Changes: On October 31, 2014, Vernon "Vern" Owens retired after 41 years of service. Vern began at the agency as a workshop supervisor. In 1979, he served as the Projects with Industry Director. Vern became a rehabilitation counselor in 1981. From 1982 - 1993, he served as the Contract Procurement Manager. In 1993, he became the Customer Service Manager. For most of his career, Vern was directly involved in developing relationships with area businesses and in assuring their satisfaction. Vern was a major contributor to the Manufacturing Plant's success over the years. While we were sad to see him leave, we wish him the best of luck for a happy retirement!

After 44 years of service, Roy Cuppy (Plant Manager) began working part-time in January 2015. (Roy reports that he's too young to retire yet and continues to work 5 hours per day on Monday through Friday.) In Roy's absence, Karen Torbeck and Robert "Bob" Barker have taken over the daily operations of the Manufacturing Plant floor. Steve Simpson was hired on a full-time basis to oversee the agency's building and maintenance activities.

Throughout the year, the program continued to provide work opportunities to the program participants. Our Supported Employment Program began delivering the Charleston/ Mattoon Life quarterly maga-

zine to area businesses through our contract with the Effingham Daily News. In addition, the Manufacturing Plant welcomed a new contract with T & D Metal.





Annual Accomplishments

Fundraising & Giving Back

The Senior Program held its annual fundraiser to raise funds to obtain school supplies for Embarras River Basin Agency (E.R.B.A.) preschool children. This year, they raised \$133. In addition, they hosted Halloween and Easter parties for the local E.R.B.A. children. For the tenth consecutive year, staff and program participants partnered with the Charleston Rotary Club to provide 100 backpacks that were filled with comfort items for children who were entering foster care. The backpacks were donated to the IL Department of Children and Family Services. Through our memberships in local area clubs, staff and consumers participated in several additional fundraisers and service projects to benefit the local community.

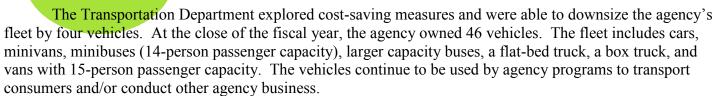
Reaching-Out to the Community

Our new website was launched in the fall of 2014. The agency worked with a small group of Eastern Illinois University English Department students to modify the site content, making it more relevant and easily understood by visitors. In the spring of 2015, the agency embarked on a few endeavors to increase our name exposure. We purchased a ground sign for the area next to our flagpole on Lincoln Avenue. The sign's focal point is our new logo with the message: "Care. Compassion. Acceptance. Respect." We hope this will further highlight what we represent. In conjunction with the sign, ground lighting was installed to illuminate our flagpole which allows us to fly our American flag through the night. Since our recycling box truck is in the community on a daily basis, we added our logo and contact information to the sides and rear door of the truck. We hope that this will encourage more community members to contact us about their recycling needs. The agency created a Facebook page in the spring of 2015. This allows parents, family, staff and community members to view a variety of activities that occur within our programs. In addition, program participant writers provide input and submit their articles for our posts. In just a few months, we had 190 followers!

Memberships & Service

Agency staff continue to stay active in area clubs and organizations. Staff belong to organizations such as the Charleston Rotary Club, the Charleston Kiwanis Club and the Charleston Area Chamber of Commerce. They continue to serve on area boards and volunteer their time to help with other service groups and projects. On a state level, the agency is a member of the Illinois Association of Rehabilitation Facilities, Illinois Chamber of Commerce and the Institute on Public Policy for People with Disabilities.

Transportation



The agency has continued to collaborate with Rides Mass Transit and Dial-A-Ride for day program routes outside of Charleston. In the past year, Dial-A-Ride began picking up program consumers in the Douglas County area, replacing our previous transportation provider.

The agency is awaiting a 26-passenger Super Medium Duty bus, as well as a 14-passenger Medium Duty bus, from the Illinois Department of Transportation. Both vehicles have been approved by the Governor. Grants were written for two new mini-vans with ramps. This would upgrade the fleet and fulfill needs for the Residential and Client & Family Support programs. The agency awaits notification on the outcome of this grant.



Donate & Givempassion. Acceptance. Respect

CCAR Industries is a not-for-profit corporation. We are a charitable organization qualified under Section 501 (c)(3) of the U.S. Internal Revenue Code. As such, we appreciate the generous support received from community members, businesses, family members and other compassionate contributors throughout the year.

Charitable contributions may be made to the agency in the form of cash, appreciated property, planned gifts, gift annuities and memorial or honorary gifts. You may also choose to donate with your debit card or credit card by using our secure PayPal option on our website. Donations by personal check or money order are also accepted. Of course, the agency respects the privacy of donors. Thus, those who express the desire to remain anonymous will not be listed on our annual report donors page.

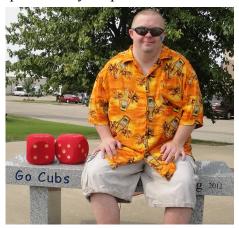
Contributions are tax deductible to the extent allowed by law. You may want to consult with your tax advisor on the most appropriate avenue of donating for your individual situation.



Volunteers are always welcome at our agency. It is a rewarding way to enrich the lives of those who attend our programs and to give back to your local community. Over the years, we have been fortunate to have dancers, musicians, artists, writers, and a variety of guest speakers enrich our programs with their talent. In addition, we have welcomed interns and practicum students from Lake Land Community College and Eastern Illinois University. Their fresh ideas and enthusiasm for social services are always appreciated.

The donation of goods or services is an excellent way to contribute. CCAR program staff plan educational and recreational activities throughout the year for program consumers. We are fortunate to receive a warm welcome in the local community. Some examples of useful donations are gift cards to local restaurants, donated beauty and hair services, discounted automotive services for program consumers who own vehicles, gift cards to movie theatres, discounted admission to festivals/events, craft supplies, school supplies for our preschool fundraiser and other children's items for our fundraisers and playgroups. A wonderful group of CCAR parents and loved-ones donate food and supplies for our annual day program celebrations. Party donations are always appreciated!

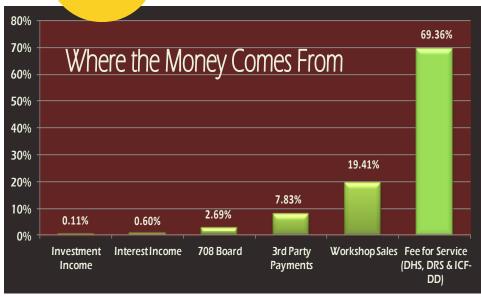
Amazon Smile is another way to donate. Sign-up online for an Amazon Smile account and whenever you make a purchase from Amazon, simply select CCAR Industries as your organization. Amazon will donate a portion of your purchase amount to us.

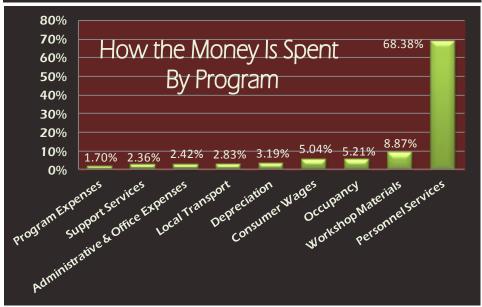


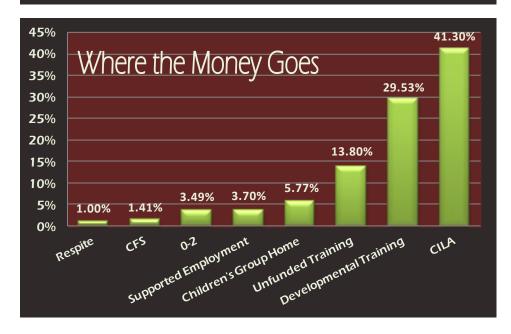
For more information about how make a difference by giving, you can phone us at **(217) 348-0127** or email <u>ljohnson@ccarindustries.org</u>. To make a donation via PayPal, visit our website at <u>www.ccarindustries.org</u>. Mailed donations should be addressed to the following:

CCAR Industries
Attn: Director of Finance
1530 Lincoln Avenue
Charleston, IL 61920

Statement of Activity July 1, 2014 - June 30, 2015







FINANCIAL IMPACT ON THE COMMUNITY

The agency employed 181 staff members (97 full-time, 84 part-time) at the close of the fiscal year.

This makes CCAR Industries one of the largest Charleston area employers.

\$ 5,642,445 was spent on staff and consumer wages and benefits!

Over 100 day program consumers earned wages from their work training.

\$ 63,708 was spent on gasoline.

\$ 154,182 was spent on vehicle maintenance and insurance.

\$ 107,158 was spent on building/maintenance supplies and services.

\$ 182,953 was spent on food and household supplies.

\$ 231,341 was spent on other local goods and services.

Our Donors & Volunteers

CCAR Industries is a 501(c)(3) not-for-profit agency.

We accept charitable (tax deductible) donations from businesses, private individuals, and estates.

Volunteers & Donors

Andy Adair, Mattoon Pat Adair, Charleston Adams Memorials, Charleston Joyce Allen, Charleston Baymont Inn, Mattoon Bob Oetting & Associates, Charleston Douglas & Mary Bower, Charleston Ann Brownson, Charleston Charleston Rotary Club, Charleston Monte, Barbara, & Joe Checkley, Ashmore Cinda & the Line Dancers, Mattoon Barbara & Mac Corley, Charleston County Office Products, Charleston Ron & Jan Easter, Charleston Diane & Stefan Eckert, Charleston ESI Consultants, Charleston First Mid Insurance Group, Mattoon First Presbyterian Church, Charleston Gaye Harrison, Charleston Ron & Judy Hatfield, Mattoon Dr. Mark Hutti, Charleston Eugene Kelley, Casey Cameron & Hayden King, Charleston Colie Kuhns, Charleston James Laughlin, Charleston Mack Moore Shoes, Charleston Bill & Cheryl Martin, Charleston John Martone, Charleston Mattoon Firefighters Charitable Program, Mattoon Mattoon PB & PA, Mattoon Marilyn McBride, Mattoon Lyla McGuire, Mattoon Paula McNitt, Charleston Lisa Sue Miller, Charleston Gordon & Nancy Monahan, Hindsboro Warren Moody, Mattoon My Charleston Dentist, Charleston Gary & Sharon Nichols, Mattoon Tucker & Macy Overton, Mattoon Paul Pagliai, Charleston Dan Pilson, Mattoon Quality Auto Body, Charleston James Rankin, Charleston Mary Ann Rennels, Charleston Richev's Furniture, Ashmore

Sarah Bush Lincoln Health Center,

Sigma Rho Epsilon, Charleston
Steve Simpson, Charleston
TAP Business Systems, Pana
The United Methodist Women, Arcola
Tom Vance, Charleston
Carol Vaughan, Greenup
Jason Wallace (Coles County Animal
Shelter), Casey
Barbara Warmoth, Charleston
White's Automotive, Charleston

A special thank you to the wonderful Birth Through Two volunteers and donors!

Manufacturing Plant & Supported Employment Customers

Alamo Group Alpha Sigma Lambda American Select Tubing Bob Oetting & Associates **Cabot Corporation** Charleston Rotary Club **Conair Corporation** Disciples of Christ Church Effingham Daily News General Electric Jeld Wen Justrite Manufacturing Midland Paper Paul's Machine & Welding Refractory Engineers, Inc. Sea Breeze Petite Pens **Shorr Packaging** T & D Metals Vesuvius USA

Recycling Customers

American Select Tubing
Animal Medical Center
Ashmore Elementary School
Battery Specialists
Bidwell's Artisian Chocolates & Bistro
Bob Oetting Insurance
Bob's Package Liquor
The Book Nook

Card's Appliances

Carnegie Library Charleston Country Club Charleston Food Pantry Charleston Middle School Charleston Rehabilitation Center City of Charleston Clyde's Animal Clinic Coles County Animal Shelter Coles County Health Department Dairy Queen Express Drive Thru First Mid-Illinois Bank and Trust Habitat for Humanity **HD** Supply **Greenview Apartments** Hope of East Central Illinois Hutti Chiropractic IL DHS - Division of Rehabilitation Services IL Department of Human Services (Coles County Office) IL Department of Natural Resource Immanuel Lutheran Early Childhood Center Jake's World Design John Deere Kansas School Kull Trucking Lakeview College of Nursing Mattoon Flower Shop Mattoon Radio Station Maurice's **PADS** Paap Printing Palm Terrace Paap's Auto Body Pilson Auto Center Porter Auto Body Salvation Army Scott's Garage WB's Pub and Grub The Winning Stitch

We apologize if we left YOUR name off of the list. Feel free to contact us at (217) 348-0127. Thank you!

USDA

